



OFFICIAL

Collection Notice – Contractors, Service Providers and Collaborating Partners

You are receiving this notice because you are or are associated with a contractor, third-party provider or collaborator of the East Metropolitan Health Service ABN 11 297 417 435 (EMHS).

EMHS is part of the Western Australian public health system. We provide public hospital and community health services in metropolitan Perth.

It is a requirement of the *Privacy and Responsible Information Sharing Act 2024* (WA) (PRIS Act) that EMHS explains why and how we collect, use and share your personal information. The primary and secondary purposes for collecting and using your personal information are also described.

The personal information collected may include, but is not limited to:

- your name
- signature
- contact and demographic details
- proof of identification
- business details (including ABN)
- bank account details
- insurance policy details
- professional qualification(s)
- footage captured by CCTV and body worn cameras used by security officers.

EMHS collects your personal information to:

- Confirm your identity and conduct screening checks to ensure the safety of patients, staff and other people on our site(s) or involved in our services
- Onboard payees and make payments
- Assess suitability for contractual or collaboration arrangements
- For the management of contracts with EMHS, including investigation into potential integrity, discipline or misconduct matters and the management of claims
- Improve the quality of services we offer to contractors, third-party providers and partners through approved research, quality improvement projects, or training and education
- To comply with our legislative and compliance obligations.

We may share your information with:

- Other State, Territory or Commonwealth government agencies and commissions, courts and tribunals, such as the Western Australian Department of Health, other Health Service Providers and the Insurance Commission of Western Australia
- Authorised contracted service providers and third parties if they require access to fulfill

- the work they have been engaged to perform
- The Western Australian Health Minister(s), regulatory bodies and integrity agencies to meet our legal and compliance obligations
 - Organisations where disclosure is required or authorised under law (for example, a court order, subpoena, summons or notice to produce), or where necessary to prevent or lessen a serious threat to the life, health, safety or welfare of an individual, or a serious threat to public health or public safety.

EMHS needs your personal information to provide timely, quality and appropriate services. If you do not provide us with your personal information or it is inaccurate or incomplete, we may not be able to contract or collaborate with you, engage your organisation or effectively manage our relationship with you.

In most instances you will be able to contact your contract manager or organisational contact to update your personal information.

More information can be found on the EMHS website:

<https://emhs.health.wa.gov.au/About-Us/Privacy-Responsible-Information-Sharing>

Contact us

If you have any questions about how your personal information will be collected, used and shared, you can contact: EMHS.PrivacyOfficer@health.wa.gov.au.

If you would like to access or correct the information we have collected about you, please contact: EMHS.FOI@health.wa.gov.au.

If you have any complaints about how your personal information has been handled, collected, used, or shared, please contact: EMHS.PrivacyOfficer@health.wa.gov.au.